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8 JANUARY 1958

MEMORANDUM FOR : CHIEF, PLANS AND POLICY STAFF

Document No. 43NO CHANGE in Class. ☐

FROM

: REGISTRAR/TR

☐ DECLASSIFIED

Class. CHANGED TO: TS S (C)

SUBJECT

: WEEKLY ACTIVITIES REPORT No. 1
26 DECEMBER - 7 JANUARY 1958

DDA Memo, 4 Apr 77

Auth: DDA REG. 77/1702

Date: 09 MAR 1978 By I. SIGNIFICANT ITEM:

NEVER BEFORE IN THE HISTORY OF OTR HAS THERE BEEN SO MUCH INSTRUCTIONAL ACTIVITY AS IN THE WEEK BEGINNING 8 JANUARY 1958. RESUMPTION OF THE IMPORTANT OPERATIONS COURSE AFTER THE CHRISTMAS HOLIDAYS WAS ONCE VIEWED AS A BIG UNDERTAKING IN ITSELF, BUT THIS WAS SIMULTANEOUSLY ACCOMPANIED BY INITIATION OF NEW CLASSES DURING THE WEEK TO ATTAIN AN UNPRECEDENTED TOTAL OF 70 CLASSES! THE BOX SCORE: 1 OPERATIONS COURSE RESUMED, 23 REGULAR CLASSES INITIATED, 46 OFF-DUTY CLASSES STARTED. ADDITIONALLY, A NUMBER OF OTHER OTR CLASSES CONTINUE IN VARIOUS STAGES OF PROGRESS TOWARD COMPLETION.

II. OTHER ITEMS:

1. CHIEF, PROCESSING SECTION MET WITH THE DEPUTY CHIEF OF THE INSURANCE BRANCH, REGARDING MEDICAL COVERAGE FOR WHO IS CURRENTLY ON AN EXTERNAL TRAINING PROGRAM AT THE UNIVERSITY OF CHICAGO. PREVIOUSLY, HIS WIFE WAS REFUSED COVERAGE BECAUSE OF A PRE-EXISTING CONDITION. BASED ON ADDITIONAL INFORMATION WHICH WE ARRANGED TO OBTAIN FROM THE INSURANCE BRANCH WAS ABLE TO EXTEND FULL COVERAGE AND BENEFITS TO ENTIRE FAMILY, AND HE WAS SO INFORMED.

2. TWO SLOTS HAVE BEEN OBTAINED FROM THE ARMY FOR ATTENDANCE OF OFFICE OF LOGISTICS PERSONNEL AT THE ARMY LOGISTICS MANAGEMENT CENTER, FORT LEE, VIRGINIA. THESE SLOTS HAVE BEEN RESERVED, IN THE REQUIREMENTS MANAGEMENT COURSE, TO BE HELD FROM 20 JANUARY TO 14 MARCH 1958, AND FOR THE ARMY SUPPLY MANAGEMENT COURSE, TO BE HELD FROM 7 APRIL TO 27 JUNE 1958.

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25X1 3. []/TSS BEGAN A COURSE OF INSTRUCTION IN RUSSIAN AT THE NAVAL LANGUAGE SCHOOL ON 3 JANUARY 1958. A FINAL BRIEFING WAS HELD FOR HIM ON 31 DECEMBER.

25X1 4. [] OS HAS DEPARTED FOR SAVANNA, ILLINOIS, WHERE HE WILL PARTICIPATE IN THE TWELVE WEEK AMMUNITION INSPECTORS COURSE BEGINNING 7 JANUARY.

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25X1 7. THE TWO SPACES OBTAINED FROM THE AIR FORCE, FOR THE NINE MONTH JAPANESE LANGUAGE PROGRAM, AT THE FOREIGN SERVICE INSTITUTE BEGINNING 6 JANUARY 1958, WERE FINALLY FILLED AFTER MANY READJUSTMENTS. OUR TWO CANDIDATES FOR THIS AIR FORCE SPONSORED PROGRAM [] (WITHDRAWN FROM THE OPERATIONS COURSE) AND [] . THEY WERE BOTH FULLY BRIEFED PRIOR TO THEIR ATTENDANCE IN THIS COURSE.

25X1 8. ARRANGEMENTS HAVE BEEN COMPLETED BY THE [] FOR THE ATTENDANCE OF []/ID FOR HIS PARTICIPATION IN THE INTER-AGENCY SEMINAR ON U. S. DIPLOMACY AND INTERNATIONAL ORGANIZATION, WHICH IS BEING HELD AT THE STATE DEPARTMENT FROM 6 JANUARY TO 21 FEBRUARY 1958.

25X1 9. []/FDD WAS PROCESSED ON 6 JANUARY FOR HIS PARTICIPATION IN A PROGRAM SPONSORED BY THE PUBLIC HEALTH SERVICE IN ATLANTA, GEORGIA, TO BE HELD THE WEEK OF 12 JANUARY. THE PUBLIC HEALTH SERVICE IN ATLANTA WELCOMED OUR PARTICIPATION IN THEIR PROGRAM. FDD AND THE OFFICE OF SECURITY INTERPOSED NO OBJECTIONS FOR [] TO ATTEND THIS PROGRAM AS A CIA EMPLOYEE.

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25X1 11. [] WHO IS CURRENTLY OUR CANDIDATE IN THE AIR WAR COLLEGE, MONTGOMERY, ALABAMA, VISITED THIS OFFICE 31 DECEMBER, AT WHICH TIME HIS FINANCIAL ACCOUNTS WERE BROUGHT UP TO DATE. HE BROUGHT WITH HIM BEST REGARDS TO THE PEOPLE IN THE OFFICE OF TRAINING FROM [] WHO IS ALSO A STUDENT AT THE AIR WAR COLLEGE

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12. ADMINISTRATIVE AND SECURITY BRIEFINGS WERE HELD ON 2 AND 3 JANUARY FOR THE ELEVEN "LEFT-OVERS" FOR THE OPERATIONS FAMILIARIZATION COURSE, WHICH BEGAN AT [REDACTED] ON 6 JANUARY 1958.

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13. DURING THIS REPORTING PERIOD, IN ADDITION TO THE ITEMS MENTIONED, INDIVIDUALS HAVE BEEN PROCESSED FOR ATTENDANCE AT THE AMERICAN MANAGEMENT ASSOCIATION CONFERENCE IN NEW YORK, THE TRANSPORTATION INSTITUTE AT AMERICAN UNIVERSITY, SANZ SCHOOL OF LANGUAGES, GEORGE WASHINGTON UNIVERSITY AND GEORGETOWN UNIVERSITY.

14. NEW YORK UNIVERSITY HAS EXPANDED ITS FOREIGN LANGUAGE PROGRAM IN ITS ADULT SCHOOL - THE DIVISION OF GENERAL EDUCATION, AND ESTABLISHED A NEW SATURDAY SCHOOL OF FOREIGN LANGUAGES. TRAINING IS OFFERED IN FRENCH, GERMAN, ITALIAN, RUSSIAN AND SPANISH. WE HAVE ASKED OO TO OBTAIN MORE DETAILED INFORMATION FOR US, LOOKING

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15. WE PLAN TO TEST RUN USE OF THE COURSE CODING SHEETS FOR THE QTR-IBN TRAINING RECORD SYSTEM DURING THE WEEK OF 6 JANUARY. WE HAVE ASKED DDTR FOR A TEN-PERSON CODING CREW, TO BE FURNISHED BY OFFICE OF PERSONNEL, FOR ASSIGNMENT DURING THE WEEK OF 13 JANUARY. SPACE, FURNITURE, AND SAFETY REQUIREMENTS ARE SATISFIED. WEBB CONTINUES TO DIRECT THIS PROJECT.

16. ARRANGEMENTS WERE MADE TO ENTER A STATE DEPARTMENT EMPLOYEE IN READING TECHNIQUES, AND AN AIR FORCE OFFICER IN INTELLIGENCE RESEARCH (MAPS).

17. THESE INCIDENTS HAVE OCCURRED RECENTLY AND WERE NOT PREVIOUSLY REPORTED:

A. GRANDFATHER - R/TR, A BOY

B. FATHER - DR/TR, A GIRL

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18. DURING THE WEEK 2 JANUARY - 7 JANUARY 1958, THERE WERE 958 PERSONS ENROLLED IN OTR CONDUCTED COURSES. THE BREAKDOWN FOR ENROLLMENT IS AS FOLLOWS:

153 ENROLLED IN 20 CLASSES (7 LANGUAGES) BEFORE HOURS

245 ENROLLED IN 39 CLASSES (14 LANGUAGES) DURING HOURS

193 ENROLLED IN 26 CLASSES (10 LANGUAGES) AFTER HOURS

35 ENROLLED IN 1 AREA CLASS

225 ENROLLED IN 8 INTELLIGENCE SCHOOL COURSES

102 ENROLLED IN 3 OPERATIONS SCHOOL COURSES

5 ENROLLED IN 1 COMMUNISM SCHOOL COURSE

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